



## **NOTICE OF PARISH COUNCIL MEETING<sup>1</sup>**

**To: Members of the Council**

**You are hereby summoned to attend a meeting on**

**Wednesday 16<sup>th</sup> March 2022 at 7.00pm**

**at Over Stowey Village Hall**

*Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.*

- 1. Apologies for Absence**
- 2. Members of the Public (if a member of the public wishes to raise a question, please contact the Clerk at least 24 hours before the start of the meeting)**
- 3. Declarations of Members Interests in Respect of Items on the Agenda**
- 4. Minutes of the meeting of the Parish Council held on February 16<sup>th</sup> 2022**
- 5. Correspondence:**
  - a. Queens Platinum Jubilee event - update
  - b. Recycle More - update
  - c. New Somerset – update
  - d. Email from Quantock Hills AONB re dog waste bins
- 6. Items for Discussion:**
  - a. Local elections 2022 - update
  - b. Consider most suitable date for the Annual Parish Meeting and the Annual Meeting of the Parish Council with regard to the local elections
  - c. Highways updates
    - i. Damaged culvert at Adscombe Lane
    - ii. Drainage issues at Friarn and Aley - update
  - d. Projects identified to benefit the parish for 2022/2023
    - i. Maintenance of arch in the cemetery - update
    - ii. Memorial bench (cemetery) refurbishment - update
    - iii. Request from Plainsfield for a road sign (on the north side from Over Stowey) – update

---

<sup>1</sup> N. B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

**7. Planning updates**

**8. Matters Arising for the Agenda for the April 2022 meeting**

**9. Policy reviews – Risk Management Report/Statement of Internal Control and Annual Review of Effectiveness. Following review consider all policies for adoption for 2021/2022:**

**10. Personnel:**

- a. Agree new pay scale following increase of 1.75% (backdated to April 1<sup>st</sup> 2021) agreed by the National Joint Council for Government Services (NJC)
- b. Agree back pay from April 1<sup>st</sup> 2021 – as per item 10.a.
- c. Consider request from the Clerk re overtime claim

**11. Financial Matters:**

- a. Update re online banking application and consider other options
- b. Consider donation request from Citizens Advice
- c. Consider potential request for donation for books/toys for baby/toddler group which may be starting in Over Stowey

**d. Payments**

i. Clerk's wages		
March 2022 (including overtime if agreed under item 11.)		553.74
ii. Expenses		
HP Ink subscription (Dec 2021 – Feb 2022)	38.98	
MS365 subscription (Dec 2021 – Feb 2022)	28.44	
SLCC annual subscription	80.00	
Land Registry x 2	6.00	
Stamps (6 x 2 <sup>nd</sup> )	3.96	
Printer paper	<u>5.90</u>	163.28
iii. ICO		
Data Protection fee renewal (Direct Debit to set up)		35.00
iv. R. Curtis		
Bench ends shot blasting		55.00
v. Wood-Land South West Ltd		
Cutting back of the cemetery archway		180.00
vi. Citizens Advice		
Donation request (if agreed under item 12.a.)		TBC
vii. Over Stowey Toddler Group (tbc)		
Donation request (dependent on outcome from item 11.2.)		TBC
viii. Mobile phone contract		
D/D Feb 2021		<u>21.00</u>
<b>Dependent on 11.c.v. and 11.c.vi decision</b>	<b>TOTAL</b>	<b>£1008.02</b>

**e. Ratify payment £191.98 to Cloud Next re gov.uk email address**

**12. Date of Next Meeting:** Wednesday 20<sup>th</sup> April 2022 at 7.00pm at Over Stowey Village Hall

Amanda McMurren - Clerk to Over Stowey Parish Council

Tel: **07391 313740**

Email: [clerk@overstoweyparishcouncil.co.uk](mailto:clerk@overstoweyparishcouncil.co.uk)

**To Members of the Parish Council:**

Cllr K Barrow, Cllr Tully, Cllr R Curtis, Cllr B Bartlett, Cllr D Peaster, Cllr G Goddard, Cllr Lindley

County/District Cllr M Caswell, District Cllr J Pay